

# **ST. CLEMENTS SOCCER CLUB**

## **CHILD PROTECTION CODE OF CONDUCT**

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### **Introduction**

St. Clements Soccer Club has developed the following Child Protection Code of Conduct to guide our employees/volunteers in their interactions with children. The safety, rights, and well-being of children we serve are at the core of our daily programs. We nurture supportive relationships with children while balancing and encouraging appropriate boundaries.

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### **Why a Child Protection Code of Conduct is important**

Our organization is committed to ensuring all children are protected and safe. A Code of Conduct is an important part of creating safe environments for children. The safety, rights, and well-being of children participating in our programs is a priority in our daily operations. The intent of the Code of Conduct is to guide our staff/volunteers in developing healthy relationships with the children involved in sport programs delivered by our organization and to model appropriate boundaries for children.

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### **Treating Children With Dignity and Maintaining Boundaries**

All staff/volunteers must:

- Treat all children with respect and dignity
- Establish, respect, and maintain appropriate boundaries with all children and families involved in activities or programs delivered by the organization

It is important to monitor your own behaviour towards children, and pay close attention to the behaviour of your peers to ensure that behaviour is appropriate and respectful, and will be perceived as such by others.

All interactions and activities with children:

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*Policy: Code of Conduct to Protect Children in Sport*  
*Last updated: 1/22/2026*

- should be known to, and approved by the board, where applicable, and the parents of the child
- tied to your duties
- designed to develop the child's skills in the sport program

Always consider the child's reaction to any activities, conversations, behaviour, or other interactions. If at any time you are in doubt about the appropriateness of your own behaviour or the behaviour of others, you should discuss it with the designated person within your organization.

**Examples of unacceptable behaviour toward a child include:**

- embarrassing
  - shaming
  - blaming
  - humiliating
  - putting them down
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## **General Rules of Behaviour**

Staff/volunteers of the organization must not:

- Engage in any sort of physical contact with a child that may make the child or a reasonable observer feel uncomfortable, or that may be seen by a reasonable observer to be violating reasonable boundaries
  - Engage in any communication with a child within or outside of duties with the child, that may make the child uncomfortable or that may be seen by a reasonable observer to be violating reasonable boundaries
  - Engage in any behaviour that goes against (or appears to go against) the organization's mandate, policies, or Code of Conduct to Protect Children
  - Conduct their own investigation into allegations or suspicions of potentially illegal or inappropriate behaviour — it is a staff/volunteer's duty to report the matter, not investigate
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## **What Constitutes Inappropriate Behaviour**

### **1. Inappropriate Communication**

Communication with a child or their family outside the context of duties for the organization, including:

- Personal phone calls not tied to duties
- Electronic communications (email, text message, instant message, online chats, social networking including “friending,” etc.)
- Personal letters not tied to duties with the child
- Excessive communications (online or offline)

## **2. Inappropriate Contact**

- Spending unauthorized time with a child outside of designated duties with the organization

## **3. Favouritism**

- Giving or sending personalized gifts
- Excessive attention
- Allowing privileges that are unwarranted or inappropriate

## **4. Taking Personal Photos/Videos**

- Using a personal cell phone, camera, or video to take pictures of a child
- Uploading or copying any pictures to a personal device or online account
- Pictures taken as part of job duties must remain with the organization

## **5. Sexualized Behaviour**

- Telling sexual jokes to a child
- Making suggestive, explicit, or personal comments

## **6. Exposing a Child to Sexual Content**

- Showing sexual material of any kind

## **7. Intimidation or Threatening Behaviour**

## **8. Making Fun of a Child**

Inappropriate behaviour will **not be tolerated**, especially as it relates to the well-being of the children involved in activities or programs delivered by the sport organization.

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## Reporting Requirements

All staff and volunteers must report suspected child sexual abuse, inappropriate behaviour, or incidents they become aware of — whether personally witnessed or not.

### Where to report:

#### 1. Potentially Illegal Behaviour

(e.g., child sexual abuse)

Must be promptly reported to **police and/or child welfare**.

This applies whether you witnessed it or learned of it from a child or third party.

Police/child welfare determine whether the allegation requires further investigation.

#### 2. Inappropriate Behaviour

Must be reported to the **designated person for St. Clements Soccer Club**.

If unsure whether something is potentially illegal or simply inappropriate, discuss with the designated person — you still have an independent duty to report illegal behaviour directly to police.

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## Follow Up on Reporting

### If potentially illegal behaviour is reported:

- Police and/or a child welfare agency will be notified
- The sport organization will follow up internally as appropriate

### If inappropriate behaviour is reported:

The sport organization will:

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- Follow up on the matter
- Determine what, if any, disciplinary action is required

If:

- multiple behaviours are reported
- inappropriate behaviour is recurring
- behaviour is of serious concern

The organization may refer the matter to child welfare or police.